

**SUGAR GROVE FIRE PROTECTION DISTRICT
TRUSTEE'S MEETING
OPEN MINUTES**

DATE: June 20, 2022
TIME: 6:00 pm
PLACE: Sugar Grove Fire Station

Board of Trustees: Mike Fagel – President
Tim Cicero – Secretary
Nicole Lamela – Treasurer
David Blankenship – Trustee
John Guddendorf, Jr. – Trustee

GUESTS: Chief Moran, Attorney Flaherty

Pledge of Allegiance

Call to Order

6:02pm Open Public Hearing – Nothing heard

Close of Public Comments

**It was motioned by Guddendorf and seconded by Fagel to:
'Adjourn Public Hearing'**

Roll call vote – All in favor - Motion carried

Roll Call – Trustee Blankenship absent

**Approval of Minutes –
May 16, 2022, open**

**It was motioned by Guddendorf and seconded by Cicero to:
'Accept the open minutes'**

Roll call vote – Lamela, abstain - Motion carried

May 16, 2022, closed

**It was motioned by Guddendorf and seconded by Cicero to:
'Approve May 16, 2022, and open them'**

Roll call vote – Lamela, abstain - Motion carried

Correspondence – Cicero received correspondence for Legal Services.

15A is moved up on the agenda – Investment Report

Dave Harrington presented the Investment Performance Report to the Board of Trustees.
Discussion included, but not limited to...

- Account overview
- When bonds mature
- Tradeable bonds
- Market for resale
- Space out maturities

- What to do if cash is needed
- Quarterly fees

**It was motioned by Cicero and seconded by Lamela to:
 ‘Accept the Investment Report presented by Sawyer/Falduto’**

Roll call vote – All in favor - Motion carried

**Treasurers Report –
 Approval of Cash Balances and Budget vs Actual Reports –**

**It was motioned by Cicero and seconded by Guddendorf to:
 ‘Approve the Cash Balances and Budget vs Actual Reports for May 2022.’**

Roll call vote – All in favor - Motion carried

Approval of Expenditures –

**It was motioned by Guddendorf and seconded by Cicero to:
 ‘Approve the Expenditures for May 2022’**

Roll call vote – All in favor - Motion carried

Consent Agenda –

Youngren’s	Maintenance Agreement	\$2,600.00
Air One	Hose	\$15,709.00
Conway Shields	Helmets	\$1,550.00
Crowther Roofing	Gutter and Snow Rail Retention repairs	\$8,500.00
EMC	Extrication Tool Service	\$2,242.14
Live Action Safety	Rescue Manikins 110lb & 44lb	\$3,245.98
Concrete Hero	Front walkway lifting	\$4,887.50
FMI	Lazy Susan for Extrication Equipment	\$3,169.00
	Total District	\$41,903.62

Gettysburg FlagWrks	Red Shift Flag	\$200.00
Darley	Ajax Tools	\$250.00
	Total 2%	\$450.00

Grand Total \$42,353.62

**It was motioned by Cicero and seconded by Guddendorf to:
 ‘Approve the Consent Agenda Items’**

Roll call vote – All in favor - Motion carried

Trustees Reports –

Trustee Cicero

- Good job on Push-in Ceremony
- Good stop on fire

Trustee Fagel

- Attended Trustee Cicero swearing-in – was very nice
- Have been working on Active Shooter

Report of the Fire Chief –

- Received 10 applications
- Written test Sunday at 10am
- 112 calls in May – decrease of 12 from May 2021
- ESO Switchover in June – start this week
- 30-60-90 Day Plan – everything in yellow has been accomplished
- Met with Risk Management Consultant from Corkhill – identifies things that need to be corrected

Attorney’s report –

- Litigation settled, based on those that already settled - coming from insurance company
- Pension – all those not in by July will have to liquidate all assets

Old Business –

Updating Board Policy Manual –

Discussion –

- Sent to Union – no comment from them

It was motioned by Guddendorf and seconded by Cicero to:

‘Adopt the Updated Policy Manual for the Board of Trustees’

Roll call vote – All in favor - Motion carried

The new policy will be put on USBs for the Trustees

2022-2023 Budget and Appropriation

It was motioned by Cicero and Seconded by Fagel to:

‘Approve the 2022-2023 Budget and Appropriation’

Roll call vote – All in favor - Motion carried

This will be published and filed within 30 days.

New Business –

Employee Resignation –

- Firefighter Gramme resigned – moved out of state

Surplus –

- Turnout gear damaged beyond repair
- Flashlights and Monitors – removed parts that we could use
- Turnout gear will be donated to local fire science classes

It was motioned by Cicero and seconded by Fagel to:

‘Approve the Surplus Equipment’

Roll call vote – All in favor - Motion carried

Bidding/Purchase Training EMS Training Manikins

Discussion –

- Flaherty reviewed packet
- Know at least 2 vendors
- This is not one to drag around the firehouse – this is strictly for EMS

**It was motioned by Cicero and seconded by Fagel to:
'Approve Bid Requests for EMS Training Manikins'**

Roll call vote – All in favor – Motion carried

Bidding/Purchase Concrete Floor Coating

- Current coating is flaking off
- Diamond grind to original flooring
- Will be done in 2 sections – about 1 week for each section
- Will use HEPA filters

**It was motioned by Guddendorf and seconded by Cicero to:
'Move Forward with Bid request for Concrete Floor Coating'**

Roll call vote – All in favor – Motion carried

Discussion on rail for exhaust system – this has been repaired already. Working on grant with The Home Depot on painting.

Hiring Energy Broker –

- Contract is up in July with current broker
- Have reached out to them, another broker can get us better rates
- One contract locks us in with NICOR at .6969 a therm
- We can save about \$3500 if we use what we used last year
- Current broker does not work with NICOR
- ComEd contract is flexible – can get out of it with ComeEd – Nicor buys 3 years

**It was motioned by Fagel and seconded by Cicero to:
'Approve Energy Broker'**

Roll call vote – All in favor – Motion carried

Use of Credit Card Act

Discussion –

- Special law that makes the district adopt a resolution and publish it
- 3% credit card fee will be applied to invoices

Tabled until next month

Employment Agreement and Hiring of Fire Chief

Table until out of closed

Closed Session –

**It was motioned at 7:00pm by Cicero and seconded by Guddendorf to:
'Go into closed session under 16a and 16b'**

Roll call vote – All in favor - Motion carried

Guddendorf questioned if we can destroy tapes that were already approved for destruction – Attorney Flaherty stated put it on agenda for next month.

Open Session – 8:00pm

Action taken in closed –

It was motioned by Fagel and seconded by Guddendorf to:

‘Approve a payment of \$1000 to William Perkins for Health Insurance’

Roll call vote – All in favor - Motion carried

Trustee Lamela stated that the Board intends to engage in contract negotiations with Brendan Moran for the rank of Fire Chief.

All Other Matters that May Come Before the Board –

Wayne Parson stated that there is a trustee who has been absent for some time – are they going to fill that position or let the board run short – Attorney Flaherty stated that it is difficult to eject a trustee from his seat, but it is not impossible – his suggestion is that another trustee contact him. Trustee Guddendorf will reach out to Trustee Blankenship. If he does not come back they can take corporate action to eject him – he has three years left on his term.

Adjourn – 8:05pm

Motioned by Lamela and seconded by Cicero

All in favor - Motion carried

Respectfully submitted,



Timothy Cicero, Secretary



Paula Lacey, Recording Secretary